

# Memo

**To:** Board of Managers

**From:** Michael Younes, Director of Municipal Operations *MY*

**CC:** Shana R. Davis-Cook, Village Manager  
Jerry Lesesne, Public Works Supervisor

**Date:** 8/26/2015

**Re:** Purchase Authorization – All-Wheel Drive Utility Vehicle Replacement

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## **Background**

Included in the FY2016 Capital Improvements Program (CIP) budget's Western Grove Park line item is the replacement cost for the Public Works Department's all-wheel drive utility vehicle. This vehicle is used primarily during the winter months to clear snow and ice from sidewalks that the Village is responsible for clearing such as the Buffer pathway and the sidewalks along Connecticut Avenue.

As part of the Western Grove Park development and associated MOU, scheduled for Board consideration on September 14, the Village will now be responsible for clearing snow and ice from the pathways internal to the park and along Western Avenue directly abutting the park. This will increase our sidewalk snow clearing responsibilities by nearly 25%, due to the proposed width of the pathways that will run through the park.

The Public Works Department's current utility vehicle is almost 7 years old and was inherited from the Police Department, who used it to transport the portable speed cameras throughout the Village early in the program. Over the past couple winter seasons the vehicle has become increasingly unreliable and requires significant repairs prior to each winter.

The current vehicle is also not ideal for its use in the Village, since the wheelbase is slightly larger than the majority of sidewalks along Connecticut Avenue and the Buffer. This has led to significant turf and irrigation system repairs that we undertake each year. The proposed vehicle has a wheelbase narrow enough to fit comfortably on a four (4) foot wide sidewalk.

When not in use during the winter, the utility vehicle is used for general park and right-of-way maintenance and material hauling in parks when access is restricted for a standard pick-up truck and is also used to transport staff to sites within the Village when other vehicles are not available.

The proposed replacement is in accordance with the Chevy Chase Village Operational Plan for Equipment.

### **Replacement All-Wheel Drive Utility Vehicle**

The proposed replacement is the same size and style that are currently in use by the District of Columbia and Montgomery College to clear snow and ice from its sidewalks. Staff proposes to purchase the replacement vehicle under GSA schedule pricing from a known and local vendor, Gaithersburg Equipment Company. This is the same vendor where DC and Montgomery College purchased their units. In addition Gaithersburg Equipment Company will professionally modify and reinforce the standard 60" (5 foot) snow plow blade to fit on the Village's four (4) foot wide sidewalks.

Below is a breakdown of the cost for the new all-wheel drive utility vehicle:

\$7,019	2015 Kawasaki Mule 4WD
3,374	Cab Structure and Doors
2,133	60" snowplow (to be modified to fit Village sidewalks)
1,099	Salt Spreader
372	Cab heater
167	Windshield Wiper
156	Warning Strobe Lit
76	Heavy Duty Springs (required w/cab structure)
1,400	Installation Labor
<b>\$15,796</b>	<b>Total GSA Schedule Price</b>
<b>(2,500)</b>	<b>Trade-In Value</b>
<b>\$13,296</b>	<b>Total Expenditure</b>

### **Board Action Requested**

In order to ensure that the new all-wheel drive utility vehicle is received and placed in-service for the upcoming winter season, Board authorization is sought at this time due to long lead times since these units are made to order.

*Board authorization is requested to authorize the Village Manager to purchase one 2015 Kawasaki Mule All-Wheel Drive Utility Vehicle and associated accessories under GSA Schedule #GS-07F-0314K (for pricing only), in the amount of \$13,296.*

### **Attachments**

CIP Expenditure Detail Sheet  
Gaithersburg Equipment Company – GSA Schedule Proposal - GS-07F-0314K

## Project Detail Sheet

### Western Grove Park Development

**Category**  
**Department**  
**Zone Location**

Public Space  
General Government  
4

**Date Last Modified**  
**Funding Source**  
**Status**

January 30, 2015  
Tax-Based  
Engineering/Construction

#### EST. EXPENDITURE SCHEDULE (dollars in thousands)

Cost Element	Total	Est. FY15	Total 6 Years	FY16	FY17	FY18	FY19	FY20	FY21	Beyond 6 Years
Planning, Design and Supervision	0	0	0	0	0	0	0	0	0	0
Land acquisition	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	1.5	1.5	0	0	0	0	0	0	0	0
Construction	300	0	300	300	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>301.5</b>	<b>1.5</b>	<b>300</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### EST. FUNDING SCHEDULE (dollars in thousands)

Tax-Based Revenues	301.5	1.5	300	300	0	0	0	0	0	0
<b>Total</b>	<b>301.5</b>	<b>1.5</b>	<b>300</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### EST. OPERATING BUDGET IMPACT (dollars in thousands)

Labor/Maintenance			0	0	0	0	0	0	0
Materials/Equipment			0	0	0	0	0	0	0
<b>Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Description

This project will develop the Western Grove Park into developed open space. A facility plan for the park has been approved by the Village and County Planning Board. The open space will include the installation of benches, pathways, pedestrian lighting, a seating/picnic plaza, a natural playspace area and native plantings. The installation of sidewalks and pedestrian lights will provide safe pedestrian access from the Village to mass transit facilities and the commercial/retail space in Friendship Heights and the Chevy Chase Center development.

#### Estimated Schedule

The project is currently in the design/build phase and is being jointly funded between the Village and the Maryland-National Capital Park and Planning Commission (M-NCPPC). It is anticipated that the design/build process will last through the entire fiscal year. Originally, schedule for FY15, development of the park has been delayed 1 FY due to delays at M-NCPPC.

#### Cost Change

The Village and M-NCPPC have partnered to expedite the park development. The Village's contribution pledge is 25% of the total design/build cost, which is consistent with the Village's level of effort thus far in the development process. The FY16 CIP reflects a \$50K increase from budgeted in FY15 due to increased engineering and estimated construction costs.

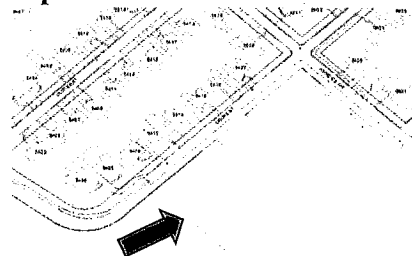
#### Justification

In August 2002, the Village entered into an MOU with Montgomery County and M-NCPPC to acquire the former Wohlfarth property to preserve it from future commercial/residential development. As stipulated in the MOU the Village contributed \$1.25 million towards the property's acquisition and for the collaborative rights to assist and provide input on the property's uses and development.

#### Coordination

Board of Managers  
General Government  
Montgomery County  
Maryland-National Capital Park and Planning  
Western Grove Park Committee  
District of Columbia  
PEPCO

#### Map





GAITHERSBURG EQUIPMENT COMPANY  
700 East Diamond Avenue • Gaithersburg, MD 20877  
(301) 670-9300 • FAX (301) 926-3705  
1-800-734-8508



### QUOTE

Chevy Chase village  
5906 Connecticut Avenue  
Chevy Chase, MD 20815

NAME: Michael Younes  
PHONE: 301-654-7300  
FAX: 301-907-9721  
EMAIL: michael.younes@montgomerycountymd.gov

QTY	DESCRIPTION		
1	610 Kawasaki Mule 4 W/D		\$7,019.00
1	60" Snowplow		\$2,133.00
1	Cab Structure		\$2,041.00
1	Pair Steel Doors		\$1,333.00
1	Wiper Kit		\$167.00
1	Cab Heater Kit		\$372.00
1	Pair HD Springs		\$76.00
1	Strobe Light Kit		\$156.00
1	TGSUVPRO Buers Salt Spreader		\$1,099.00
	Labor Charge To Assemble		\$1,400.00
	<b>Total GSA Price Delivered</b>		<b>\$15,796.00</b>
	<b>GS-07F-0314K</b>		
	<b>Trade-In Value</b>		<b>-\$2,500.00</b>

#### DESCRIBE TRADE-IN

MAKE : _____
MODEL : _____
YEAR : _____
S/N : _____

SUBTOTAL	\$13,296.00
TAX	N/A
TOTAL	\$13,296.00
DOWNPAYMENT	
NET PRICE	

THANK YOU, Bill Lindner  
Authorized By

8/18/2015  
Date